

# Louisiana State Board of Nursing

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[www.lsbns.state.la.us](http://www.lsbns.state.la.us)

**Prior to renewing your nursing license for 2009**, please review your documentation demonstrating your compliance with the continuing education (CE) requirements for annual renewal/relicensure. If you are selected for the CE audit next year, you will be required to provide proof of documented compliance as follows:

- 1) Copies of CE certificates showing nursing contact hours completed in 2008; **or**
- 2) If attending school for a post secondary nursing degree, an official transcript showing nursing courses completed and academic credit awarded in 2008. One (1) academic semester hour in a nursing course on the transcript is equivalent to fifteen (15) contact hours of nursing CEs; **or**
- 3) Copy of wallet size card showing **current** certification by one of the national certification organizations recognized by the Louisiana State Board of Nursing. A copy of the list is available at our website, or you may copy and paste the following address to your browser: <http://www.lsbns.state.la.us/documents/CertAgency.pdf>

The number of nursing contact hours of continuing education an RN needs each year is based on the individual's nursing employment as:

- Minimum of 5 nursing contact hours for full-time nursing employment 2008  
**Note:** a minimum of 1600 hours nursing practice in a calendar year is required to be considered "full-time" nursing employment.
- Minimum of 10 nursing contact hours for part-time nursing employment in 2008  
**Note:** Part-time nursing is 160 to 1599 nursing practice hours in a calendar year.
- Minimum of 15 nursing contact hours if nursing employment was under 160 hours, **or** you did not work in nursing during 2008.

When in doubt, do more CEs than needed – not less.

Please remember – all CE certificates utilized for your annual license renewal as a Registered Nurse must clearly show your name, the course name, date awarded, number of contact hours awarded **and** that the course is recognized/accredited by the American Nurses Credentialing Center (ANCC) or a State Board of Nursing (any of the 50 US state boards of nursing are acceptable).

Maintain the copies of your CE certificates in a safe place for the next full calendar year (2009). If you are selected for the annual random audit, you will be contacted by mail and required to submit the copies of the CE certificates together with additional documentation.